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QUARTERLY REPORT
OF
VOCATIONAL SCHOOL FOR GIRLS
HELENA, MONTANA
JANUARY 1, 1958

STATE OF MONTANA
STATE BOARD OF EXAMINERS

The Hon. J. Hugo Aronson
The Hon. Forest Anderson
The Hon. Frank Murray

Governor
Attorney General
Secretary of State

STATE BOARD OF EDUCATION

Ex-Officio Members

The Hon. J. Hugo Aronson
The Hon. Forest Anderson
Miss Harriet Miller

Governor
Attorney General
State Superintendent
of Public Instruction

APPOINTED MEMBERS

Mrs. George Chambers
Merritt Warden
Dr. Emmet J. Riley
George H. Lund
Mrs. F. H. Petro
Horace Dwyer
Clarence Popham
Dr. Earl L. Hall

Cut Bank, Montana
Kalispell, Montana
Butte, Montana
Reserve, Montana
Miles City, Montana
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Corvallis, Montana
Great Falls, Montana

LOCAL EXECUTIVE BOARD

Mrs. I. W. Choate
Mrs. Paul Kropp
Mrs. Ralph Wiggenshorn
Mr. Cedric Thompson
Mr. James Easbey

Helena, Montana
Choteau, Montana
Billings, Montana
Helena, Montana
Helena, Montana

VOCATIONAL SCHOOL PERSONNEL

ADMINISTRATIVE

Superintendent
Field Visitor
Business Manager
Part-Time Assistant Superintendent
and Grade Teacher
Clerk-Typist and Relief Teacher
Cottage Supervisor

Ruby A. Miller
Annette L. Lewis
Nellie McKnight

Bunice Bishop
Blaine Hoover
Alyene Miller

MAINTENANCE

Engineer
Maintenance-Commissary
Assistant to Engineer

Martin Van Diest
Brice Vercellin
Virgil Miller

COTTAGE PERSONNEL

CANADAY HALL

Relief Matron - Head Matron
Morning Matron
Afternoon Matron
Kitchen Supervisor
Night Matron

Mrs. Rhena Leffler
Mrs. Ida McConaha
Mrs. Mary Crum
Mrs. Myrtle Larson
Mrs. Bertha Miller

MARIA DEAN COTTAGE

Morning and Head Matron
Afternoon Matron
Night Matron
Kitchen Supervisor
Relief Matron

Mrs. Emma Dunn
Mrs. Lucille Howery
Mrs. Katherine Keckler
Mrs. Arley Marion
Mrs. Mary Fletcher

EDUCATIONAL STAFF

Commercial
English
History, Algebra and Physical Education
Home Economics
General Science and Library
Music
Geography and Biology
Ungraded Room
Orchestra and Instruments

Mrs. Gladys Cole
Mrs. Mildred Fredregill
Mrs. Lora Bartz
Mrs. Coleen Cohn
Mrs. Bilse Schoenborn
Mrs. Isabelle Giulio
Mrs. Carol Cooney
Mrs. Carol Anderson
Carl Orloff

1. The first part of the report is a general introduction to the subject of the study. It includes a brief history of the subject and a statement of the purpose of the study.

2. The second part of the report is a detailed description of the methods used in the study. This includes a description of the subjects, the materials, and the procedures.

3. The third part of the report is a presentation of the results of the study. This includes a description of the data and a discussion of the findings.

4. The fourth part of the report is a conclusion and a discussion of the implications of the study. This includes a summary of the findings and a discussion of the limitations of the study.

5. The fifth part of the report is a bibliography of the sources used in the study. This includes a list of the books, articles, and other sources that were consulted.

6. The sixth part of the report is an appendix of the data and other materials used in the study. This includes a list of the subjects, the materials, and the procedures.

7. The seventh part of the report is a list of the references used in the study. This includes a list of the books, articles, and other sources that were consulted.

8. The eighth part of the report is a list of the figures and tables used in the study. This includes a list of the figures and tables that were used to present the results of the study.

9. The ninth part of the report is a list of the abbreviations used in the study. This includes a list of the abbreviations that were used to simplify the text.

10. The tenth part of the report is a list of the symbols used in the study. This includes a list of the symbols that were used to represent the data and other materials.

TO THE HONORABLE J. HUGO ARONSON, GOVERNOR
AND MEMBERS OF THE STATE BOARD OF EDUCATION

GREETINGS;

Following is the Quarterly Report of the State Vocational School for Girls for the period beginning October 1, 1957 and ending January 1, 1958.

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STUDENT ACTIVITIES:

Ten girls of the orchestra and chorus presented a program at the County Hospital on Sunday, October 13th. This was sponsored by the Helena Soroptimist Club.

All the girls and staff attended "Peg Legs Bates" show at the Civic Center as guests of the Helena Police Protective Association, on October 14th.

October 17th the Helena Musicians Union provided a four piece orchestra for a dance in our gymnasium for all the girls. Girls from each cottage presented skits as a floor show.

All the girls gave a surprise birthday party for Miss Ruby A. Miller, Superintendent, on October 26th in the gymnasium. The decorations were lovely and Miss Miller was very surprised and pleased.

Ping Pong pictures were taken of each girl on October 27th.

A Halloween party was held in the gymnasium with a dinner, decorations and dancing, provided by Miss Ruby A. Miller. All the staff and girls were her guests.

The girls attended the Symphony Concert at the Civic Center on November 3rd, as guests of the Concert Association, with the Rotary Club providing the bus transportation.

One of our students placed second in the cherry pie baking contest held in Helena on November 23rd. Mrs. Jack Cohn, Home Economics teacher at the Vocational School sponsored two of our girls.

The musicians union provided a four piece orchestra for a dance in the gymnasium on November 27th. A clever floor show was provided by the girls.

On December 8th the freshman class, consisting of 16 members, made their annual trip to Rimini to secure Christmas trees and greens for the school. Hamburgers and coke made the trip complete.

Another dance was held in the gymnasium on December 11th, with the music provided by the Helena musicians union.

On December 19th a Christmas party was held in the auditorium with entertainment and refreshments.

The high light of the holiday season was the presentation of the Christmas program, "The Silver Star of Christmas," under the direction of Miss Ruby A. Miller. A capacity crowd attended this excellent production.

Fourteen girls attended the Syphony Concert at the Civic Center on December 22nd, as guests of the association.

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Reference is made to the letter of the 10th of January 1950, and the letter of the 15th of January 1950.

Very truly yours,

JOHN EDGAR HOOVER

Enclosure

The Bureau of the Federal Bureau of Investigation is pleased to inform you that the letter of the 10th of January 1950, and the letter of the 15th of January 1950, have been received.

All the information in the letter of the 10th of January 1950, and the letter of the 15th of January 1950, has been forwarded to the Bureau of the Federal Bureau of Investigation.

It is requested that you continue to keep the Bureau of the Federal Bureau of Investigation advised of any further information that may be received.

Very truly yours,
JOHN EDGAR HOOVER
Director

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CONFERENCES:

October 1st Miss Annette L. Lewis, Field Visitor, attended a meeting of the Welfare and Probation and Parole Associations in Missoula, Montana.

Miss Ruby A. Miller spoke at a meeting of the American Legion Auxiliary in Helena, on November 4th. The members of the auxiliary gave her a fifty dollar check for the scholarship fund at the school.

On December 3rd the Executive Board of the Vocational School met with Mr. John Schapps, representative of the National Parole and Probation Association. Discussion was held on the proposed Security Unit and Reception Center that will be built at the school.

The District Judges of the State of Montana attended a noon dinner at the school on December 14th. The girls provided a program and the judges visited our two housing units.

EDUCATIONAL ACTIVITIES:

January 17, 1958 will mark the end of the first semester and second quarter of school. High standards of achievement have been maintained during this quarter in all branches of the school program.

Because of the increased enrollment in the grades it was necessary to hire another half day teacher so that the over age girls in the grades could have more work in home economics, remedial reading and home nursing. Because of the need for more individualized instruction in this area one teacher's time was not sufficient to meet the needs of this grade group. The girls are more satisfied and express more interest in school since we made this change.

In addition to regular high school curriculum, we have classes in Beauty Culture, Orchestra, Chorus, Piano, Voice, Home Nursing, Child Care and Crafts.

The girls in craft classes have made Christmas decorations for our outdoor tree and outdoor Christmas displays, including santa and reindeer, characters for the Nativity scene, carol singers, angels and large candles, which were grouped artistically on the lawn.

Crocheting, embroidery and knitting furnish excellent activities during the out of school time in the cottages.

The seniors have sold Christmas cards to defray their commencement expenses.

Mrs. Gladys Cole and her commercial department have published two editions of "The Girls Gazette." They have also made the programs for the Christmas program.

We have three girls attending units of the Greater University System. Two of these students visited the school during the Christmas Holidays. They are making very satisfactory progress. The one girl will graduate this spring as a registered and degreed nurse.

PHYSICAL PLANT:

Construction of fire escapes on Canaday Hall and Adair Hall was begun on October 1st and completed the last of December.

Beavers have been cutting trees and buildingdams on Ten Mile and Prickley Pear creeks and permission was obtained to trap them.

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Mr. F. W. Kock, State Controller and Mr. David Mix visited the school on November 14th and inspected the physical plant.

The Field Examiners audited the books on November 1st.

ACTIVITIES FOR SPIRITUAL DEVELOPMENT:

Catholic services are held each Sunday at eight o'clock and Protestant services at two-thirty. The Catholic girls have a study hour each Monday night in their cottages with the guidance of priests and students from Carroll college. Rev. Norman meets with a group of Lutheran girls each Monday afternoon. Mr. Jim Flanagan counsels Catholic girls every other Friday afternoon.

PUBLIC RELATIONS:

Dr. Tasher from the State University and nine students visited the school on November 19th. The music department provided an excellent program and a dinner was served in the Administration Building.

The East Helena Demonstration Club visited the school on the evening of November 20th and the music department also provided a program for this group. They visited with the girls and each member introduced herself and told of her lifes work.

Mrs. Scott of the Council of State Governments, sponsored by the Ford Foundation visited the school during this quarter.

Mrs. Adalaide Delorem, Lutheran Welfare Consultant, is holding staff meetings every other week with the cottage staff and teachers.

SPECIAL PROBLEM DELINQUENTS:

We heartily endorse the report of the subcommittee on Special Problem Juvenile delinquents, as submitted at the September meeting in 1956 of the Council of State Governments at Santa Fe New Mexico. Miss Ruby A. Miller, superintendent, attended that meeting and is in complete agreement with the suggestions made there in regard to the joint institutionalization of certain delinquent youths who do not fit into existing institutional programs and ratification of the Interstate Compact on juveniles

MEDICAL REPORT:

Dr. Amos R. Little Jr., makes a weekly visit to the school. Thirteen girls have been taken to the clinic for physical examinations, one chest x-ray, two pencilin shots and seven for other examinations.

Partial plates have been provided for four girls, eleven extractions, seven fillings, one x-ray and three other examinations.

Seven girls received eye examinations and did not require glasses. Twelve girls were fitted with glasses.

Five girls have been to the Mental Hygiene Clinic in Butte.

One girl was taken to the Morgan and Lewis Clinic for special treatment, as directed by Dr. Little.

THE UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

WASH. D.C. 20250

NOTICE OF DECISION

On July 1, 1981, the Bureau of Land Management (BLM) received a request from the [Name] for a [Type of Decision]. The BLM has completed its review of the request and has decided to [Decision]. This decision is based on the information provided and the BLM's policies and procedures. The BLM is committed to providing a fair and equitable decision-making process for all requests.

Comments and Appeals

You have the right to comment on this decision. Comments should be submitted in writing to the BLM within 30 days of the date of this decision. If you wish to appeal this decision, you must file a written appeal with the BLM within 60 days of the date of this decision.

If you have any questions or need more information, please contact the BLM at [Phone Number] or [Address]. The BLM is committed to providing a fair and equitable decision-making process for all requests.

Very truly yours,
[Signature]

Enclosed for you are [Number] copies of this decision. If you need more copies, please contact the BLM at [Phone Number] or [Address].

BLM/ [Signature]

This decision is based on the information provided and the BLM's policies and procedures. The BLM is committed to providing a fair and equitable decision-making process for all requests. If you have any questions or need more information, please contact the BLM at [Phone Number] or [Address].

BLM/ [Signature]

If you have any questions or need more information, please contact the BLM at [Phone Number] or [Address]. The BLM is committed to providing a fair and equitable decision-making process for all requests.

Very truly yours,
[Signature]

Enclosed for you are [Number] copies of this decision. If you need more copies, please contact the BLM at [Phone Number] or [Address].

BLM/ [Signature]

This decision is based on the information provided and the BLM's policies and procedures. The BLM is committed to providing a fair and equitable decision-making process for all requests.

During this quarter the Field Visitor, Miss Annette L. Lewis, traveled 3541 miles and made 54 visits to families, schools, courts and welfare offices. Despite some difficulties, we have continued our program for home visits during the Christmas holiday. Fifty girls were allowed leaves that varied from four days to two weeks. For the most part our girls conducted themselves in a satisfactory manner and we were proud of their progress in family and community adjustment.

MOVEMENT OF POPULATION DURING OCTOBER, NOVEMBER AND DECEMBER 1957

September 27, 1957

On rolls	114	Residence	45	Parole	54	Absent	15
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One girl returned from absent on 9/30/57

	ON ROLLS	RESIDENCE	PAROLE	ABSENT
TOTALS 9/30/57	114	46	54	14
Changes new girls	15	15		
Returns from absent		2		-2
from parole		1	-1	
Paroled from absent			1	-1
from residence		-2	2	
Discharge from parole	-2		-2	

TOTALS December 31-57	127	62 (31 at home for Christmas visits)	54	11
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Respectfully submitted,

Ruby A. Miller
(Miss) Ruby A. Miller, Superintendent
Vocational School for Girls

1997. *Journal of Population Research* 14: 1-15.

BOARD OF FIRE UNDERWRITERS OF THE PACIFIC

320 California Street - San Francisco 4, California

July 1, 1957

Mr. G. L. Bryant, Executive Clerk
Board of Examiners
Capitol Station
Helena, Montana

Re: Vocational School for Girls, Helena, Montana

Dear Mr. Bryant:

This report, dealing with the life and fire hazards of the subject institution, was prepared after an inspection of the School by Mr. Roger Johnson, Asst. State Fire Marshal, Lester Hansen, Board of Examiners' office and the writer. It includes recommendations for improvements to lessen the life and fire hazards and to improve the fire defense.

Safety for the lives of the inmates of the institution must be given first consideration. Where any form of restraint is necessary, added precaution must be exercised. Much can be done in this regard by the elimination of every known hazard, coupled with effective fire drills, but this alone cannot be considered adequate.

The buildings in which the girls are housed are constructed largely of combustible materials with unprotected communications between floors which would result in the rapid spread of fire, should one occur. The fire protection facilities provided by the institution are wholly inadequate, seriously lacking in the most important items necessary for a reasonable degree of protection. The water system is primarily a domestic system, lacking in elevated storage and limited by the capacity of the pumps. The Helena Fire Department, located some seven miles distant, is under contract to respond to calls, but this department is undermanned and lacks adequate equipment for response in the event of subsequent alarms within the city.

The following recommendations are offered for your consideration:

That all buildings in which the girls sleep be protected by an approved automatic sprinkler system.

That additional water supply be developed and an elevated storage tank of not less than 100,000 gallon capacity on a 100 foot tower be provided; the fire protection system to be so designed, considering the elevated storage and pumps, that a fire flow of not less than 1000 g.p.m. will be available for a period of four hours during the maximum consumption demand. In order to obtain the greatest degree of reliability when wells are the source of water supply, auxiliary power units, gasoline or diesel engines, should be provided at the well pumps. That a looped arrangement of not smaller than 6-inch pipe about the building group, with valves for sectionalizing the system, together with fire hydrants situated so that at least two fire streams can be concentrated on any building from separate hydrants and requiring not more than 300 feet of hose per line, be installed.

That a fire brigade be organized among the employees and a chief appointed who will be in charge ; of the fire fighting equipment and direct operations in the event of a fire. Inasmuch as the Helena City Fire Department will be called in the event of an emergency, the local fire brigade should be familiar with the fire methods employed by this department. It would be well, in this connection, to ask for the local brigade to drill with the city department.

That adequate garage facilities be provided, to include space for a service shop, and the storage of automobiles in the cottages be discontinued.

That an adequate number of approved fire escapes be installed on all buildings, as prescribed by State Law.

That a competent electrician be employed to check carefully the electrical installation in all cottages. Fuses protecting lighting circuits should have a current rating of 15 amperes or less. All circuits extending from the main distribution panel in Stewart Hall should be properly protected. Only approved wiring methods should be employed for the wiring in electrical outlets when required. Pilot lights should be installed on the electric outlets where hand electric irons are used.

That the boiler rooms be cut off from the remainder of the buildings by use of material having not less than a two-hour fire resistant rating.

That only approved non-combustible roof covering be employed when replacing the present shingle roofs on the buildings.

In order that the inmates of the cottages may become more familiar with all avenues of escape in the event of emergency, it is recommended that fire drills be held. This may seem unreasonable with the type of occupant, but the buildings are not of fire resistant construction and it is possible for a fire to spread rapidly, cutting off the most frequently used means of egress, resulting in confusion and possible loss of life.

That the housekeeping in the machine storage and shop be improved.

That the auxiliary power unit (gasoline engine) be connected to a pump in a well, that is connected into the water distribution system that will be available at all times.

We wish to express our appreciation for the assistance rendered during the inspection.

If there are any questions regarding the recommendations or problems on fire protection, please feel free to call upon this office any time.

Sincerely yours,

(Thomas A. Lloyd)

T. A. Lloyd
Asst. District Engineer

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TRIAL BALANCE

Showing the condition of the books of the VOCATIONAL SCHOOL FOR GIRLS at the close of business on November 30, 1957

11	General Administration - Operation	17,463.65	
12	General Administration - Capital	318.40	
13	General Administration - Rprs & Rpls	17.85	
14	General Administration - Inventory	3,863.39	
21	Educational System - Operation	13,785.99	
22	Educational System - Capital	493.40	
23	Educational System - Rprs & Rpls	144.50	
24	Educational System - Inventory	7,090.13	
31	Physical Plant - Operation	9,349.16	
32	Physical Plant - Capital	2,291.19	
33	Physical Plant - Rprs & Rpls	1,366.71	
34	Physical Plant - Inventory	504,433.51	
41	Subsistence	24,338.44	
521-1	General Administration - General Appropriation		65,436.22
521-5	General Administration - Superintendent's Salary		2,291.65
521-2	General Administration - P.E.R.S.)	694.62
521-3	General Administration - Teachers' Retirement) 754-5	367.83
521-4	General Administration - Social Security)	515.48
521-10	General Administration - Repairs to Adair		242.84
521-7	General Administration - Fire Escapes		15.20
528	Income Due from Counties		3,377.00
611	Cash In Office	0	
612-A	Cash in Bank - Union Bank & Trust	376.79	
612-B	Cash in Bank - First National Bank	609.88	
625	Accounts Receivable	847.50	
625-1	Accounts Receivable - Special		326.18
628	Remittance to General Fund	3,158.00	
63	Advance by State Treasurer	636.37	
72	Claims Pending		0
73	Immates Deposits		609.88
74	Contingent Fund		221.49
75	Due State of Montana		636.37
8	Surplus		515,851.90
		<u>590,586.86</u>	<u>590,586.86</u>

